SEC-014

Hallway Storage and Other Hallway Use

Effective Date Monday, July 25, 2005

Status Final

Last Revised Friday, August 21, 2026

Policy Type University

Contact Office Safety & Security (Department of), Office of Fire Safety

Oversight Executive
Associate Vice President for Safety & Security and Chief of Police

Applies To Academic Division.

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Policy Statement
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Reason for Policy

To maintain hallways as a safe means of egress from buildings at the University or those being leased for University personnel. The International Fire Code dictates that hallways must remain free of all materials that could hinder the evacuation of a building, impede the actions of emergency agencies in the event of a fire or other emergency, or are combustible and could create smoke.

Definition of Terms

Terms

Description There are no terms that require definition.

Policy Statement

Hallways, corridors, and stairwells are to be used as a means of egress from a building or as a means to travel from one space to another and NOT for any other purpose. Unacceptable uses of hallway space include, but are not limited to the following:

- Storage of any materials (e.g., boxes, equipment, furniture, waste containers, etc.)
- Extension of office space (e.g., desks, filing cabinets, copy machines, waiting room, etc.)
- Extension of laboratory space (e.g., used or new equipment, container storage, etc.)
- Breakroom (complete with chairs, tables, coffee maker, microwave oven, etc.)

Any exceptions or interpretations of applicability must be approved by the Department of Safety & Security, Office of Fire Safety (DSS/OFS). If items are found in hallways, the occupants will be notified. If items are not removed after notification, DSS/OFS will remove the items at the owner's expense.

Note: Medical research buildings such as MR4, MR5, MR6, Jordan Hall, Cobb Hall, Aurbach, Snyder, etc., are inspected by DSS/OFS and therefore fall under the purview of this policy.

Compliance with Policy:
Failure to comply with the requirements of this policy may result in disciplinary action up to and including termination or expulsion in accordance with relevant University policies and may result in prosecution in accordance with state and federal law. This includes complying with the applicable adopted version of the Virginia Statewide Fire Prevention Code along with the associated legal proceedings to restrain, correct, or abate such alleged violation.

Direct questions about this policy to the Department of Safety and Security, Office of Fire Safety.

Major Category Safety, Security and Environmental Quality

Next Scheduled Review Tuesday, August 21, 2029

Revision History

Confirmed 8/21/26; Updated Contact Ofc & Oversight Exec 10/1/24; Confirmed 1/13/23; Confirmed 10/25/19; Updated 8/3/11.

Supercedes Policy Text
XIV.K.1 Hallway Storage and Other Hallway Use.

Approved By Policy Review Committee

Approved Date Monday, July 25, 2005